Housing Privatization Acquisition Process

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Overview

- Roles & Responsibilities
- Comparison of Request For Proposals (RFP)
  - 1-Step
  - 2-Step
- Privatization Projects using the 2-Step process
- Evaluation Process
- Debriefings

Roles & Responsibilities

Non- Federal Acquisition Regulation (FAR)

- Source selection conducted by AFCEE Privatization Support Contractor (PSC)
  - PSC evaluates proposals; identifies strengths/weaknesses
  - Make evaluation recommendations
  - Hosts discussions

- Acquisition Support Team (AST)
  - Government personnel; various functional experts
  - Approve PSC recommendations
  - Make all inherently Governmental decisions
  - Conducts debriefings of unsuccessful offerors

RFP Comparison

United States Department of the Air Force
MAJCOMname
Air Force Center for Environmental Exceller (AFCEE)

Privatization of Military Family Housing
Basenam Air Force Base

Solicitation No. solicitationnumber

REQUEST FOR PROPOSAL

AN

5:00 P.M. EST Proposalduedate AT:

PSCNAME
PSCaddress
PSCcity
VoicePSCphone FaxPSCfax
EmailPSCemail
Web sitePSCwebsite

- **Section 1:** Executive Summary
- **Section 2:** Existing Conditions
- **Section 3:** Property Arrangements, Requirements, and Management
- **Section 4:** Instructions to Offerors
- **Section 5:** Basis of Selection
- **Section 6:** Reference Sources and Points of Contact
- **Appendices A through BB**

RFP Comparison

2-Step RFP

- Step 1 – Qualification Submittals
  - Factor 1 - Business Arrangements
  - Factor 2 - Financial
  - Factor 3 - Project Concept
  - Factor 4 - Past Performance
- Step 2 – Financial and Technical Proposal
  - Factor 1 – Financial
  - Factor 2 – Design and Construction
  - Factor 3 – Property Management

1-Step RFP *

- Factor 1 Business Case
  - Subfactor 1.1 Financing the Development
  - Subfactor 1.2 Quality of the Project
  - Subfactor 1.3 Timing of the Development
  - Subfactor 1.4 Sustaining the Project
- Factor 2 Past Performance
- Factor 3 Offeror Qualifications

RFP Comparison

2-Step RFP

Step 1 Proposals due	30 days
Step 1 Evaluation	45 days
	75 days
Highest Qualified Step 1 Offerors submit Step 2 Proposals	
Step 2 Proposals due	60 days
Step 2 Evaluations	60 days
ASO* decision briefing	20 days

1-Step RFP

Limited proposals due
30 days

Initial evaluation complete
60 days

Highest Ranked Offeror identified (HRO)
05 days

95 days

Exclusive negotiations with HRO *
90 days

ASO decision briefing
10 days

195 days

RFP Comparison

- 1 – Step RFP has reduced submittal requirements for initial proposal
  - Floor plans: 4 vs 30+
  - Term Sheets vs Certified Audited Financial Statements
  - Synopsis describing multiple plans vs complete plans
  - Clarifications only during this phase

RFP Comparison

- **Separate submittal instructions for Highest Ranked Offeror (HRO)**
  - **HRO provides detailed information IAW initial proposal**
  - **Exclusive “One-on-One” negotiations/discussions to close transaction**

Privatization Projects by RFP

Bases using the two-step RFP

- **Eglin AFB/Hurlbert Field (grouped projects)**
- **Dover AFB**
- **Scott AFB**
- **McGuire AFB/Ft Dix (grouped projects)**
- **Tinker AFB**

Evaluation Process

- **Basis of Selection**
  - **Most Advantageous Proposal**
  - **Integrated Assessment of Factors/Subfactors**
    - **Factors/Subfactors assigned ratings**
  - **Discussions**
    - **Conducted with competitive range in 2-Step**
    - **Conducted with Highest Ranked Offeror in 1-Step**
- **Apparent Successful Offeror**
  - **Recommended by Acquisition Support Team (AST)**
  - **Approved by Selection Authority**

Evaluation Process

The following color ratings are used in both the 1 & 2 Step RFPs:

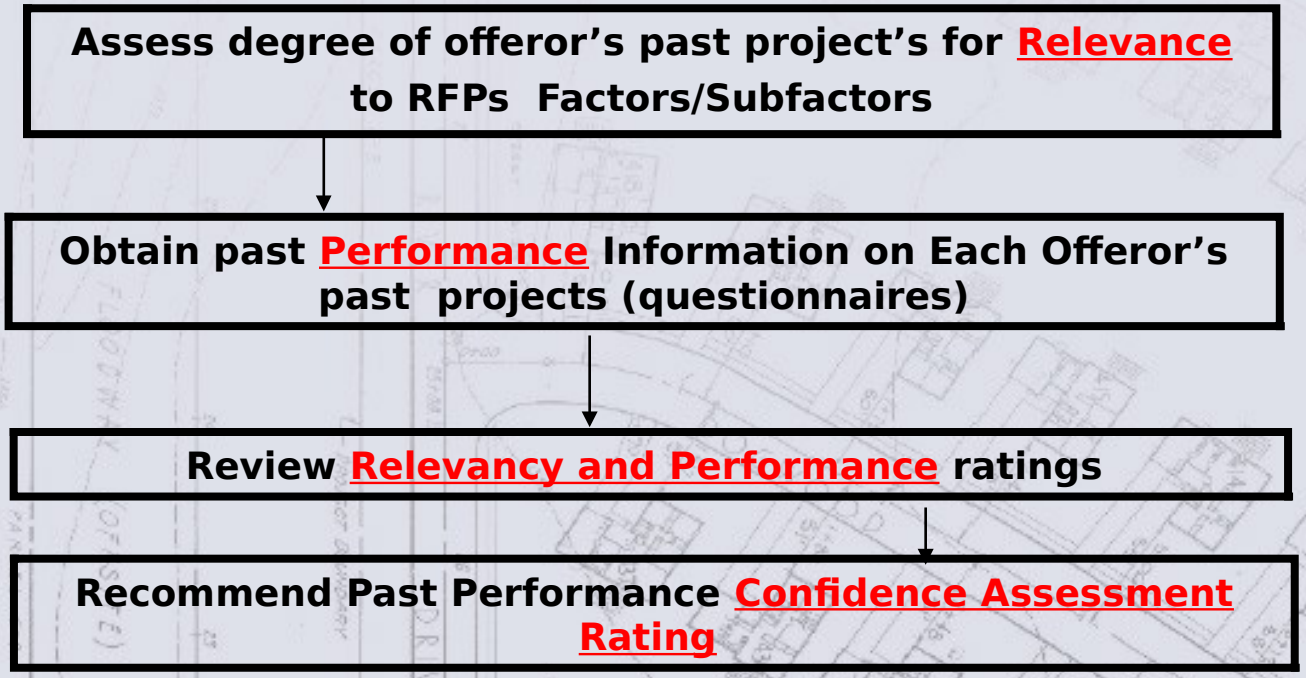
Color	Rating	Definition
Blue	Exceptional	Exceeds specified minimum performance or capability requirements in a manner beneficial to the Government
Green	Acceptable	Meets specified minimum performance or capability requirements necessary for acceptable contract performance; any weaknesses identified are correctable
Yellow	Marginal	Does not clearly meet some specified minimum performance or capability requirements necessary for acceptable performance, but any proposal weaknesses are correctable
Red	Unacceptable	Fails to meet specified minimum performance or capability requirements.

Evaluation Process

- **Qualification Ratings**
  - **Highly Qualified**
  - **Qualified**
  - **Unqualified**

Evaluation Process

Confidence Assessment Rating Process: Relevance + Performance = Confidence Rating


Assess degree of offeror's past project's for Relevance to RFPs Factors/Subfactors
Obtain past Performance Information on Each Offeror's past projects (questionnaires)
Review Relevancy and Performance ratings
Recommend Past Performance Confidence Assessment Rating

Evaluation Process

Relevancy Ratings

- **Highly Relevant**
- **Relevant**
- **Somewhat Relevant**
- **Not Relevant**

Evaluation Process

Questionnaire Past Performance Ratings

- **Exceptional**
- **Very Good**
- **Satisfactory**
- **Marginal**
- **Unsatisfactory**
- **Not Applicable**

Evaluation Process

Confidence Assessment Rating Definitions

After relevancy has been determined and past performance rating has been obtained a specific Confidence Rating is applied:

- **Exceptional/High Confidence**
- **Very Good/Significant Confidence**
- **Satisfactory Confidence**
- **Marginal/Little Confidence**
- **Unsatisfactory/No Confidence**

Evaluation Process

Evaluator's Definitions

Strength

Weakness

Proposal Risk

Evaluation Process

Each factor/subfactor is evaluated to answer HOW PROPOSAL RESPONDED TO RFP's MINIMUM REQUIREMENTS.

Did not meet minimum requirement of RFP

Met minimum requirement of RFP

Exceeds minimum requirement of RFP

Post Selection Debriefings

- **Debriefing Format and Content:**

- **Restate factors/sub-factors from RFP**
- **Review RFP evaluation process**
- **Provide Unsuccessful Offeror's evaluated Ratings**
  - **Description of strengths and weaknesses for that offeror**
  - **Same charts that were briefed to Selection Authority**
- **Not a comparative assessment of other offerors proposals**
- **Not a debate**

Reference Material – Points of Contact

- **AFCEE Privatization Website**

http://www.hqafcee.brooks.af.mil/dc/dcp/news/default.asp

  - **Projects Listed by PSC Contractor**
  - **Projects at a Glance**
  - **Policy, Guidance & References**

- **AFCEE Privatization Contracting Support**
  - **Jim Matthess 210.536.6315**
  - **Bea De Los Santos 210.536.1029**
  - **Larry Hagan 210.536. 8783**
  - **Sharon Mendez 210.536.4502**
  - **David Foote 210.536.2360**

Housing Privatization Acquisition Process

Questions ?